

# ***Full-Time Wyoming Army Guard Technician Vacancy Announcement***

ARMY GUARD AREA 1 – INSERVICE TECHNICIAN VACANCY ANNOUNCEMENT

## ***This vacancy is open to all current full-time employees of the Wyoming Army National Guard***

Please review the Area of Consideration and the Instructions for Applying sections prior to submitting an application package.

04 June 2006

**ANNOUNCEMENT #: 06-116**

**CLOSING DATE: 10 July 2006**

**TECHNICIAN TITLE, SERIES & GRADE:** Surface Maintenance Mechanic Inspector Supervisor, WS-5801-12

**SALARY RANGE:** \$27.28 - \$31.83 per hour

**LOCATION OF POSITION:** CSMS, Guernsey, Wyoming

**APPOINTMENT FACTORS:** Excepted Service Warrant Officer (WO) - the incumbent of this position is required to be a military member of the Wyoming Army National Guard.

**MILITARY GRADE REQUIREMENTS AND COMPATIBILITY CRITERIA:** After selection, must possess or be eligible for assignment to a military position in Warrant Officer (WO) MOS 913A, 914A, 915A, 915E, 919A, 94B, 94D, 94E. Maximum military grade available is CW4.

**POSITION SENSITIVITY:** 2- Non-Critical Sensitive (NCS)

**AREA OF CONSIDERATION:** This vacancy is open to presently employed military technicians, indefinite military technicians who competed for their positions and AGR members with technician reemployment rights to the Wyoming Army National Guard.

**TECHNICIAN QUALIFICATION REQUIREMENTS:** GENERAL – Experience, education or training in the repair and operation of heavy mobile equipment. Must be able to plan schedules and sequence of operations, and instruct subordinates in work requirements and difficult operations/repairs. Must be able to read and interpret blue prints, schematics, drawings, technical manuals, modification work orders, publications and directives, and be able to relate these into everyday instructs by which subordinate personnel are to accomplish work.

**SPECIALIZED** Must have 36 months of specialized experience which has included:

- (1) Experience which demonstrates the ability to plan and organize work assignments for a repair function;
- (2) Experience which required the applicant to review work requirements and establish priorities to meet deadlines;
- (3) Experience that provided a knowledge of the various lines of work performed by the repair function and associated support organizations;
- (4) Experience which demonstrates the ability to deal effectively with other people and gain their cooperation in achieving common goals;
- (5) Experience which demonstrates the ability to supervise through subordinate supervisors, or the potential to perform such duties as evidenced by the ability to communicate, skill at applying human relations, a knowledge of general supervisory concepts, and a knowledge of shop processes;
- (6) Experience in adapting existing equipment and techniques to new situations.

**DUTIES AND RESPONSIBILITIES:** This position is located in the Joint Forces Headquarters—State, Logistics Directorate (J-4), Surface Maintenance Facility. Responsible for supervising workers directly or through subordinate leaders and/or supervisors in accomplishing work of the function. Plans work operations of great scope, complexity, and administrative authority. Determines the sequence, priority, and time for performance of operations within the limits of broad work schedules and time limits. Plans use of subordinate workers, equipment, facilities, and materials on a week-to-week or month-to-month basis. Establishes deadlines, priorities, and work sequences, and plans work assignments based on general work schedules, methods, and policies set by the supervisor. Coordinates work with supporting or related work functions controlled by other supervisors. Assigns tasks to be performed based on readiness and explains work requirements, methods, and procedures. Investigates work related problems such as excessive costs or low productivity and determines causes. Plans and establishes overall leave schedules. Determines training needs of subordinates and arranges for accomplishment. Sets performance standards, and makes formal appraisals of subordinate work performance. Performs the non-supervisory work of the function, as needed, such as performing maintenance and/or inspection tasks on equipment, equipment operations, or other non-supervisory functions. Ensures employee compliance with standing operating procedures established for the activity. Ensures use of quality conformant products through compliance with established materials shelf life programs. Prepares for and participates in various types of readiness evaluations, inspections, mobilization and command support exercises. May be required to perform such additional duties as structural fire fighting, aircraft fire/crash/rescue duty,

security guard, snow removal, munitions loading and handling, heavy equipment operation, maintenance of facilities and equipment, or to serve as a team member on boards to cope with natural disasters or civil emergencies. May serve as a member of the Command Maintenance Evaluation Team (COMET) and or Maintenance Assistance Instruction Team (MAIT). Serves as the assistant shop supervisor and in the absence of the assigned shop supervisor is responsible for performing those duties. Responsible for the physical security, facility and key access control programs. Oversees the shop safety, environmental and occupation health programs. Performs other duties as assigned.

**NOMINATING OFFICIAL:** CW4 Richard Arntt, Heavy Mobile Equipment Mechanic Supervisor

**WYOMING NATIONAL GUARD HUMAN RESOURCES OFFICE (HRO) POINT OF CONTACT:**

2d Lt Jamie Tschacher at (307) 772-5205, DSN 388-5205, or E-Mail [james.tschacher@wychev.ang.af.mil](mailto:james.tschacher@wychev.ang.af.mil)

**PRE-EMPLOYMENT INQUIRY:** An employment inquiry may be sent by the HRO to those previous employers shown on the application in order to provide reasonable assurance that there is no derogatory or suitability information. The incumbent may be required to pass a physical screening prior to being assigned.

**SUBMIT YOUR APPLICATION TO:** Human Resources Office  
Attn: Technician Staffing  
5500 Bishop Boulevard  
Cheyenne, WY 82009-3320

**INSTRUCTIONS FOR APPLYING:** All application materials must be received in HRO no later than 1630 on the indicated closing date. Materials arriving after the closing date will not be considered. Do not submit application materials in binders, file folders, etc.

You will be rated on your experience related to the Qualification Requirements section of the vacancy announcement. These minimum experience requirements are essential for successful performance in the position. You must fully justify, on your application, how you meet these requirements.

The application packet will consist of the following: A typed or neatly printed summary of your history. This may be a resume, established form (OF 612), or any other application form you choose.

As a minimum, your packet must include the following information in order to be considered:

- Announcement number and title of the position for which you are applying.
- Your full name, mailing address, and phone number(s) where you can be reached.
- Your military grade and unit of assignment.
- Your social security account number and birth date.
- **A narrative of your work (paid or unpaid), training, education, and/or other experiences that may be related to this vacancy.**
- List all pertinent military experiences.
- Describe duties in your own words; do not submit copies of official position descriptions.
- **Credit will be granted only if there is sufficient information in your application to fully substantiate how you satisfy the qualification requirements.**
- If you believe your education will help you qualify for this vacancy, include a copy of your **transcript(s)**. Education substitution credit will not be given without transcripts or certificates of completion.
- Show actual dates for all work experience submitted.

Incomplete applications will not be considered. All application materials will be retained by the Human Resources Office as part of the staffing file. You may submit copies rather than original documents. Veteran's preference does not apply to positions in this agency.

**Special notes:**

- Acceptance of a permanent or indefinite position will cause termination from the Selected Reserve Incentive Program (SRIP).
- Relocation expenses will not be paid by the government.
- The selectee will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).
- Use of government envelopes and/or postage for personal use is strictly prohibited.
- The selected applicant must complete a "Declaration of Federal Employment" prior to the appointment date.
- Faxed/emailed applications **WILL** be accepted to accommodate deployed members only.

Please feel free to call us at (307) 772-5205, DSN 388-5205, or email [james.tschacher@wychev.ang.af.mil](mailto:james.tschacher@wychev.ang.af.mil) for any additional information or clarification that you may need in reference to this procedure.

**FOR AGENCY USE ONLY:** CPCN – 70748-332445    Para # – 6021    Line # 200